

EFFICIENT SEPARATIONS & PROCESSING CROSS-CUT PROGRAM

LONG-FORM, LIFE-CYCLE TTP GUIDANCE

The Technical Task Plans (TTPs) will cover the entire life span of the projects - from start to finish. Since the ESP-CP projects are on-going (no new starts), the TTPs should include work that has already been done in previous years as well as the proposed work that needs to be done for completion of the projects. The following guidelines are for the preparation of Long-form, Life-cycle TTPs:

Scope:

- Include statement on overall scope of work.
- Baseline technology(s) against which the proposed technology(s) will be compared for determining advantages of the proposed effort (return on investment improvement, shorter time required for clean up, etc.)
- total scope (from project start to finish).
- include background section on the research work already completed during previous years and the work that needs to be done on yearly basis. Please be specific and detailed: provide enough information for the ESP-CP management to be able to defend the project on technical merit and deployment status.
- include in details work that will be done during FY 1998.
- Gate status at the completion of the projects.

Cost:

- annual cost to completion from start to finish.
- include yearly cost of the work that has been done previously.
- cost (spending rate) per month for FY 1998

Milestones:

- Annual milestones from the start of projects to finish (Pick big milestones for the work completed in previous years).
- For FY 1998, include monthly milestones that will be tracked by Head Quarters (HQ).
- Date when the technologies will be available for transfer/deployment.
- Date when technologies will be available for Peer Review.

Needs:

- Identify, by reference, needs by site (operable units) stated in the Ten Year Plan and the STCG documents.
- Identify by program (EM-50, Focus Areas, and other EM Offices) and the points

of contacts that will deploy the technologies under development.

- Identify, if possible, commercial sector interested in technologies under development.

Marketing Effort:

- Specify, if possible, technical conferences and peer-reviewed journals, where these technologies will be discussed and presented.
- Publication of Innovative Technology Summary Report (Greenbook).
- Cost Analysis.

Safety, Health, Environmental Protection and Risk:

- Show how the proposed technology meets or exceeds current safety, health, environmental protection levels and meets or reduces risk to the public, workers, and the environment during operation in comparison to baseline.

Stakeholder, Regulatory and Tribal Issues:

- Show that each of the stakeholders, regulatory and tribal issues associated with similar technologies have been identified and assessed.

Background Information (FYI): Memo (3/6/97) by Schreiber outlines schedule:

- June 1 -- TTPs due to Field Focus Area Program Leads
- July 1 -- TTPs due to HQ Focus Area Program Leads
- August -- PEG distribution